

CIRCULAR LETTER

To

ALL NON-BANK MONEY CHANGER IN INDONESIA

Regarding : The alteration on Bank Indonesia Circular Letter Number 6/13/DPM dated March 11, 2004 concerning the Procedures for Licensing, The Implementation of Know Your Customer Principles, The Supervision, The Reporting and Sanction on Non-Bank Money changer.

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In order to standardize the financial report based on the Statement of Financial Accounting Standards (PSAK), it is deemed necessary to alter Bank Indonesia Circular Letter Number 6/13/DPM dated March 11, 2004 concerning the Procedures for Licensing, The Implementation of Know Your Customer Principles, The Supervision, The Reporting and Sanction on Non-Bank Money Changer Companies, that functions as the implemented regulation of Bank Indonesia Regulation Number 6/1/PBI/2004 dated January 6, 2004 concerning Money Changer (The State Gazette Of the Republic of Indonesia of 2004 Number 2, Supplement of the State Gazette of the Republic of Indonesia Number 4354) to be read as follows:

1. The procedures for report submission as regulated in number IV are altered, therefore the content of number IV shall be read as follows:

” IV. PROCEDURES FOR SUBMISSION OF THE REPORT

1. PVA BB shall submit a periodical report in the form of business activity report and financial report, special report, and other reports to Bank Indonesia that consists of:
  - a. Periodical Report
    - 1) Business Activities Report

PVA BB shall submit the report on purchasing and selling of UKA and purchasing of TC at least on the last day of every three months (in quarterly period). The report shall be made by using the form as exemplified in Appendix 12.a and Appendix 12.b, for example the report of the First Quarter (January, February, and March) must be received by Bank Indonesia at least in April of the running year.

## 2) Financial Report

The financial report consists of the Balance Sheet, Profit and Loss Statement, Change in Equity Statement, Cash Flow Statement, and the Notes to the Financial Statement of the running year. Bank Indonesia must receive the report at least at the end January of the following year by using the form as exemplified in Appendix 13.a until Appendix 13.d.

The Notes to the Financial Statement may be submitted in order to explain certain cases in the financial report that need explaining.

### b. Special Report

When considered necessary, Bank Indonesia may require a special report related to PVA BB.

### c. Other Reports

Beside submitting the reports as referred to in letter a and letter b, PVA BB also submit reports that concern the activities in foreign exchange flows and money laundering crimes based on the applicable laws.

2. The periodical reports as referred in point 1.a.1) and point 1.a.2) are made by the Head Office of PVA BB by consolidating the reports from the Head Office and reports from the Branch Offices.
3. PVA branch offices with a domicile outside the working area of Bank Indonesia Offices whereas the PVA BB Head Office is located, must submit 1 (one) copy of its business activities report to Bank Indonesia Office wherein a PVA BB branch office is located.
4. In order to synchronize the accounting treatment and the book record keeping of PVA BB, it is necessary to follow the Guidelines on PVA BB Bookkeeping and Financial Statement as referred to in Appendix 14.

5. The reports as referred to in point 1.a and point 1.b. must be correctly and accurately made, stamped with the company's official stamp, and signed by PVA BB managers.
6. The reports as referred to in number 5 is reported to the address as stated in point I.A.8.a or point I.A.8.b."
2. Appendix 12 is divided into Appendix 12.a and Appendix 12.b.
3. Appendix 13.a and Appendix 13.b are divided into Appendix 13.a until Appendix 13.d.

The provisions as referred to in number IV.4 shall come into force since January 1<sup>st</sup>, 2005.

The provisions in this Circular Letter shall come into force since October 5<sup>th</sup>, 2004.

In order for the public to be informed, it is ordered that this Circular Letter is promulgated in the State Gazette of the Republic of Indonesia.

Kindly be informed.

BANK INDONESIA,

BUDI MULYA  
DIRECTOR OF MONETARY MANAGEMENT